

St Michael and All Angels Church



ANNUAL REPORT 2023

**Wadenhoe
Parochial Church Council**

St Michael and All Angels Church, Wadenhoe

Annual Report of the Parochial Church Council for the year ended 31st December 2023

1. REFERENCE AND ADMINISTRATIVE INFORMATION

St Michael and All Angels Church stands on an ancient site at the top of a hill, isolated from the village of Wadenhoe which lies below by the river Nene. It is part of the Diocese of Peterborough within the Church of England and is listed as number 1227141 on the Register of the National Heritage List for England (NHLE) as a Grade II* historic protected building. The church address is Church Street, Wadenhoe, Peterborough, PE8 5ST.

The Church is registered with Code 628316 in the Diocese of Peterborough in the Parish of Wadenhoe, and the Parish is registered with Code 280316.

A. Address for correspondence:

PCC Secretary, Manor Farm, Wadenhoe, Peterborough PE8 5SX

B. PCC Members who have served from 1st January 2023 until the date this report was approved:

Incumbent:	<i>Position vacant – Interregnum</i>	
Licensed Benefice Assistant Priest:	Revd Dr Beatrice Brandon	<i>Ex-officio</i>
Churchwarden 1:	Mr Rodney Sinclair	Chair & Treasurer
Churchwarden 2:	<i>Office not filled.</i>	
Deanery Synod Representative:	<i>Office not filled.</i>	
Elected Members:	Mr Stephen Hall Mrs Faye Henchy Mrs Andra Van Hasselt	PCC Secretary Electoral Roll Officer

C. General:

Patrons: (The right of presentation is exercised jointly.)	The Wadenhoe Trust Peterborough Diocesan Board of Patronage The Society of Merchant Venturers The Bishop of Peterborough
Bankers:	Barclays Bank plc Leicester Branch, Leicester LE87 2BB
Investment Funds:	CCLA Investment Management Limited One Angel Lane, London EC4R 3AB
Legal Advisers:	Hunt & Coombs Solicitors 4 New Street, Oundle PE8 4ED
Insurance Company:	Ecclesiastical Insurance Beaufort House, Brunswick Road, Gloucester GL1 1JZ
Independent Examiner:	Mr Andrew Kemp 3 St Andrews Lane, Titchmarsh, Kettering NN14 3DN
Church Architect:	Mr Jeremy Lander MA(Cantab) Dip Arch RIBA AABC 77 North Street, Burwell Cambs CB25 0BB

2. STRUCTURE, GOVERNANCE AND MANAGEMENT

St Michael and All Angels is a church which is the responsibility of the Parochial Church Council (PCC) duly constituted under the Parochial Church Council Powers Measure (1956) as amended, and the Church Representation Rules.

The Parochial Church Council of Wadenhoe is a charity for the purposes of the Charities Act 2011 and is currently exempted by Statutory Instrument from registering with the Charity Commission.

The method of appointment of PCC members is governed by and set out in the Church Representation Rules. The membership of the PCC would normally consist of,

- The Rector
- The Churchwardens
- Members elected by those on the electoral roll of the Parish
- Any clergy licensed to the Benefice as ex-officio members.
- If the annual meeting decides, any readers licensed to the parish/benefice whose names are on the roll of the parish.

All members of the PCC are considered to be Charity Trustees. All PCC members have signed the PCC Member Trustee Eligibility Declaration and the HMRC Fit and Proper Persons Declaration to confirm eligibility to act as Charity Trustees.

It was agreed by the PCC that there was an insufficient number of members to warrant a Standing Committee.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish, including deciding on how the funds of the PCC are to be spent. New members receive initial instruction into the workings of the PCC.

3. OBJECTIVES AND ACTIVITIES

St Michael and All Angels' PCC has the duty and responsibility with an incumbent to consult together on matters of general concern and importance to the Parish and to cooperate in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

This responsibility is reinforced by the Mission Statement commitment, namely, "*The Church exists to make the Gospel relevant to everyday life and to serve the whole community by strengthening the fellowship, practice and heritage of Christian life and worship*".

The PCC has maintenance responsibilities for the Church building in Wadenhoe and also the responsibility for a wide range of matters affecting the Parish, which include compliance with legislation in regard to Health and Safety, Fire Safety and Risk, Disability Access, Data Protection, Dignity at Work Harassment and Bullying and also with the Safeguarding of Children and Vulnerable Adults. Appropriate training is provided, when necessary.

Matters for Attention in 2024. In October 2021, the Church Architect carried out the Quinquennial Inspection of the church and submitted his report. No major problems with the church fabric were found. Some maintenance matters requiring attention over the next two to five years are being attended to.

4. PARISH SUPPORTED ACTIVITIES.

Parish activities are usually well supported, co-ordinated and carried out by regular churchgoers as well as those of other faiths and non-churchgoers. Where applicable, the PCC thanks the following for their help.

Lessons Schedules. The Churchwarden liaises with the officiating minister and acts as principal lesson reader but whenever possible others from the congregation are encouraged to read.

Sidespersons. All members of the PCC.

Sacristan's and Verger's Duties (*No one appointed*). Preparation of the church for all services and briefing the minister is normally carried out by the Churchwarden and members of the PCC.

Bell Ringing. Bellringers from around the Benefice and elsewhere ring the bells.

Eucharist Assistant. No one appointed.

Cleaning. Currently members of the PCC clean the church. Many thanks. (It would be appreciated if volunteers would come forward to help with the cleaning of the church twice a month, i.e., before services, at a time to suit their convenience. This will involve dusting, sweeping the floor and vacuum cleaning the sanctuary carpet.)

Daily locking and unlocking of the Church. In the past, the church had always been unlocked during the day. Regrettably, over the past few years, it has not been possible to do so daily. Nevertheless, there is a strong feeling within the PCC that the church should again be opened every day. Not only is the church a spiritual place where passers-by can pray in peace, but it is also one of the tourist attractions of Wadenhoe village. However, at present, for reasons beyond our control, it has not been able to open the church on a daily basis.

Organists. The organ is played by Sofia Line and Vincent Davy for the regular Holy Communion and Evensong church services and for other special occasions. Our thanks to them.

Churchyard – Grass Cutting (Stephen Hall). Thanks to Stephen, Doug Northwood, Nicholas Henchy and Philip Raby Smith for mowing the difficult uneven sloping ground of the churchyard. Help is always needed and much appreciated. The cutting of the grass in the new churchyard is now being carried out by a contractor.

Pink Sheet Newsletter distribution (Rodney Sinclair). Copies of the bimonthly Pink Sheet newsletter were delivered to all households in the village.

Refreshments after morning Services (Rodney Sinclair/Daphne Hall). Coffee and biscuits are available after each morning communion service. This continues to have a strong bonding effect and encourages people to stay behind and to meet with others who possibly are not seen regularly in church or the village.

Fund Raising - Ride and Stride Event (Faye Henchy). This event on 9th September 2023 raised £200 in sponsorship. This was divided equally between the Northamptonshire Historic Churches Trust and the PCC.

Electoral Roll. When the Church Electoral Roll was revised in 2023, there were 16 parishioners on the Roll, three of whom were resident outside the parish.

Wadenhoe Church Website (Faye Henchy).

<https://www.wadenhoechurch.org.uk>).

The website is linked to the “A Church Near You” Website

<https://www.achurchnearyou.com/church/16673/>

and to the Oundle Deanery Website <https://www.oundledeanery.wordpress.com/>.

Many thanks to Faye Henchy for maintaining the church website.

Online and Text Donations (Faye Henchy). As this online donations link was no longer required, the facility was removed from the website.

Coronation of King Charles III and Queen Camilla.



To celebrate the Coronation of King Charles III and Queen Camilla, the bells in the Church were rung on the Coronation Day, Saturday, 6th May 2023 by:

Arthur Dicks	George Potter
Sue Groom	Cynthia Ogilvie
Stephen Harrell	Keith Doherty
Jane Webb	Laurence Stapleton

Student Cross – Easter Pilgrimage to Walsingham. In the week before Easter, the Kettering Leg of the Student Cross again undertook the 120-mile Holy Week pilgrimage from Desborough to the Anglican Shrine of our Lady of Walsingham. On the first day of the journey, Saturday 1st April, they arrived in Wadenhoe and stayed overnight in the Village Hall. The next day, Palm Sunday, they assembled in the church for prayers, led by Paul Wilkinson, a retired clergyman and leader of the group, before continuing their journey to Walsingham with the pilgrims carrying the large wooden cross.

5. ACHIEVEMENTS AND PERFORMANCE

Services during the year.

Palm Sunday Service: <i>(Including Rachel Wainwright's pony leading a procession from the Village Hall up the hill into the Church. A letter of thanks was sent to her.)</i>	2 nd April 2023
Ascension Day Service:	Thursday 18 th May 2023
Harvest Thanksgiving Service:	8 th October 2023
Remembrance Day Sunday Service: <i>(At War Memorial and laying of a wreath.)</i>	12 th November 2023
Crib Service: <i>(With a procession of two sheep and a donkey into the church)</i>	24 th December 2023
Weddings:	None
Baptisms:	14 th May 2023 – Maeva Betty Ford 10 th December 2023 – Clara Lilian Hughes
Funeral Service & Burial:	12 th April 2023 – Violet Edith Crawford
Funeral Service/ Cremation:	<i>None</i>
Confirmations:	<i>None</i>

Special Church Services

Sunrise Service held at 6.00 am in the churchyard on Easter Sunday, 9th April 2023. Some 20 people attended the service.

Patronal Festival Service. A special Evensong Service to celebrate the Michaelmas/ Feast of St Michael and All Angels was held on 24th September 2023.

Christmas Eve Crib Service. The PCC wrote and thanked Jane Woodbridge and Martin Wallis for bringing two of their sheep to the church and for providing the straw that was strewn on the floor and also wrote to Caroline Grange thanking her for providing the donkey for this special service. Thanks too to Stephen Hall for erecting the 'stable door' in the church which set the scene for the service and to Faye and Nick Henchy and Rodney Sinclair for providing the refreshments (mulled wine and mince pies and for the children, sweets, and soft drinks) that were enjoyed after the service.

Church attendance. Normally, Wadenhoe has two services per month with a Holy Communion service on each 2nd Sunday at 10.30 am and an Evensong service on each 4th Sunday at 6.00 pm. The average Church attendance at the morning Communion service is usually 14/15 adults, but much larger at Easter and Christmas festivals. Average Evensong attendance is usually some 8 adults.

6. REVIEW OF THE YEAR

Suspension of Presentation. Two years has elapsed since the retirement of the Revd Canon Brian Withington and the Benefice has been in interregnum for all that time. As adverts to fill the vacant post of incumbent had been unsuccessful, the Diocese decided to place the Benefice in a period of Suspension of Presentation for a maximum of five years during which time the Diocese will consider if the structure, etc., of the Benefice needs changing.

New Bishop for the Diocese of Peterborough. On the 28th September 2023, Downing Street announced that the next Bishop of Peterborough will be the Right Reverend Debbie Sellin. She was previously the Bishop of Southampton and will be installed at a service in Peterborough Cathedral early in 2024. Debbie is married to Paul, a Professor of Physics, and has two grown-up sons. The appointment of Debbie was welcomed by the PCC.

In the meantime, on the retirement of Bishop Donald Allister, the Rt Revd John Holbrook, Bishop of Brixworth, became Acting Bishop of Peterborough on 9th January 2023.

PCC Meetings. The PCC met four times during the year plus the Annual Parochial Church Meeting (APCM). There were also several matters considered and approved by the PCC using the email/memorandum system of communication.

Marilyn Percy's licensing as a Benefice Reader. The PCC approved the licensing of Marilyn Percy as a Reader in the Benefice which took place at a special licensing service conducted by Bishop John at Aldwinckle Church on Sunday, 8th October 2023.

Policy and Procedures for Safeguarding Children and Vulnerable Adults. The full Policy was reviewed and is still up-to-date. The PCC continues to comply with both the duty of care to ensure the protection of the vulnerable in the church community and the duty to have "due regard" to the House of Bishops' Safeguarding Policy and Practice Guidance. The post of Parish Safeguarding Officer is still vacant. Efforts are being made to find someone willing to take on the role.

General Data Protection Regulations 2018 (GDPR). The PCC is committed to respecting the privacy of all those for whom it holds personal information which is kept and processed in accordance with GDPR legislation. Personal information is always treated as confidential and, in compliance with our legal responsibilities, will only be shared for lawful purposes associated, but not restricted, to church business.

Review of the Church's other Policies. The following policies were also reviewed and found to be up-to-date and still comply with statutory, etc., requirements:

- Fire Safety Risk Assessment
- Health and Safety Policy
- Disability Access Audit
- Dignity at Work Harassment and Bullying Policy
- Reserves Policy
- Legacy Policy
- Conflict of Interest Policy
- Complaints Policy

Church Roof Alarm. Marriott Security, the company which installed the Church's roof alarm and cared for its maintenance has sold the business to Churches Fire Security Limited. This company now provides the maintenance, etc., of the Church's roof alarm installation.

Church Fabric (Rodney Sinclair/Stephen Hall). The church building and churchyard generally are in reasonable condition.

Testing of Memorials in Churchyard (Rodney Sinclair). The memorials were tested in 2023 and all appeared secure and not in danger of falling.

Harvest Supper. This event had been cancelled in 2020 due to Covid restrictions but it has since been decided by the parishes of Pilton, Stoke Doyle and Wadenhoe not to reinstate this event.

Church Bank Accounts. The PCC's bank accounts were with Barclays Bank, Oundle Branch. When the Branch closed in May 2023, the accounts were transferred to and are now administered by the Leicester Branch of Barclays Bank, The Oundle sort code remained unchanged. A special bank deposit card was provided by Barclays which is used to pay cash into the Church's account at any Post Office and also to pay in cash and cheques at a Barclays branch. The deposit card cannot be used to withdraw cash, get a balance or as identification.

7. CHURCH PROPERTY REGISTER

The lists of Church properties, goods and ornaments scheduled in the Church Property Register have been checked and corrections or additions noted and are certified as correct to the best of our knowledge. The check was carried out on 15th December 2023 by the Churchwarden.

The oak Litany Desk (prayer kneeling desk) with blue cushion borrowed by the Revd Jim Mynors several years ago for use on a temporary basis by Aldwincle church is still with them on loan and used by clergy during services.

8. CHURCH LOG BOOK

The Quinquennial Inspection of the fabric of the Church was carried out in September 2021 and a full Report in this connection had been received from the Architect. In view of this inspection, a full detailed examination of the fabric was not again carried out. Instead, a brief overview inspection was carried out on 15th December 2023 by the Churchwarden. Nothing untoward was found.

A note has been made in the Logbook relating to the annual maintenance service of the church fire extinguishers at a cost of £64.80, and the replacement of the faulty 500-watt tungsten filament type floodlights in the Chancel with two equivalent LED units at a cost of £357.65.

9. FINANCIAL REVIEW

Independent Examiner's Report on the Financial Statements of the PCC.

The Church Accounts for the year ended 31st December 2023 were examined by Mr Andrew Kemp in accordance with the Church Accounting Regulations 2006 and Section 145 of the Charities Act 2011 and approved by the PCC.

Planned Giving/Collections. Receipts from the Parish Giving Scheme through direct debits amounted to £2,945 (£3,000 in 2022). Receipts from collections at services, gift aid and donations, amounted to £3,180, the same as that received in 2022.

Parochial Fees. The sum of £450 was received in statutory parochial fees in 2023 from a funeral.

Charitable Giving. The sum of £50 was given to the Northamptonshire Historic Churches Trust and £60 to the Royal British Legion, part of which was a donation and the balance to cover the cost of the wreath (£25) that was placed on the War Memorial on Remembrance Day Sunday.

Parish Share. The cost of maintaining the worship, ministry and mission of the Church in the Diocese is shared by its parishes and congregations. The sum that the parishes in the Benefice have to find is calculated according to a formula that is based mainly on the Diocesan ministry establishment (75% weighting) and the average Sunday attendance figures (25% weighting) together with any Deanery adjustment that has been made (at present a benefit of £1,000 for the Benefice). The Parish Share is a major cost to the Benefice - £48,536 for the half-time stipendiary post. Wadenhoe's share of this charge in 2023 amounted to £6,795. Regrettably, Wadenhoe was not able to pay its share in full – only £3,250 (£3,200 in 2022). The PCC decided to withhold the balance of £3,545 as receipts during the year were insufficient to fully cover the cost. Every effort will be made to pay the share in full in 2024 which is unchanged at £6,795.

Insurance. The building and contents insurance premium for 2023 was £1,530. The renewal premium for 2024 will be £1,566.55 which includes Insurance Premium Tax of £167.86. The policy premium benefits from a 10% discount based on a commitment to a 3-year Long Term Undertaking and Rate Stability Agreement which expires on 31st December 2025.

Financial Results Summary. As detailed in the financial statements, total receipts in 2023 for the combined Unrestricted and Restricted Accounts amounted to £8,040 and total expenditure to £6,915.

The net result for the combined Unrestricted and Restricted Accounts for the year was a ‘Surplus’ of £1,125 (£185 in 2022).

	<u>Unrestricted Funds</u>	2023	2022
Receipts: (Collections, Gift Aid, Donations, Statutory Fees, etc.)		£ 7,170	£ 8,340
LESS: Payments: (Day-to-day running expenses – Parish Share, Insurance, Electricity, etc.)		-£ 6,765	-£ 8,290
Net Totals		£ 405 <i>Surplus</i>	£ 50 <i>Surplus</i>
	<u>Restricted (Fabric) Funds</u>		
Receipts: (Donations, CBF Interest)		£ 870	£ 135
LESS: Payments: (Quinquennial Fee in 2021)		-£ 150	-£ Nil
Net Totals		£ 720 <i>Surplus</i>	£ 135 <i>Surplus</i>
Combined Net Overall Results		£ 1,125 <i>Surplus</i>	£ 185 <i>Surplus</i>

Assets/Cash Funds at 31st December 2023.

<u>Account Name</u>	<u>Balances</u>	
Unrestricted Funds:		
Current Account	£ 1054.27	
CBF Deposit Fund	£ 205.28	£ 1,259.55
Restricted Funds:		
Current Account No. 2	£ 4,255.94	
CBF Fabric Fund	£ 10,782.62	£15,038.56
Total		£16,298.11

10. RESERVES FUND POLICY.

It is PCC policy to try and hold in reserves **unrestricted funds**, including that held in the CCLA Church of England Deposit Fund, that equates to at least three months' general running costs/unrestricted payments. This is equivalent to £2,250. It is intended to be retained to smooth out cash flow fluctuations. A further £2,000 should be kept for possible unforeseen emergencies.

It is PCC policy that sufficient **restricted funds**, including that held in the CCLA Church of England Fabric Fund, is retained towards meeting the upkeep of church premises and to cover the costs of work required to be carried out arising from the Quinquennial Inspection.

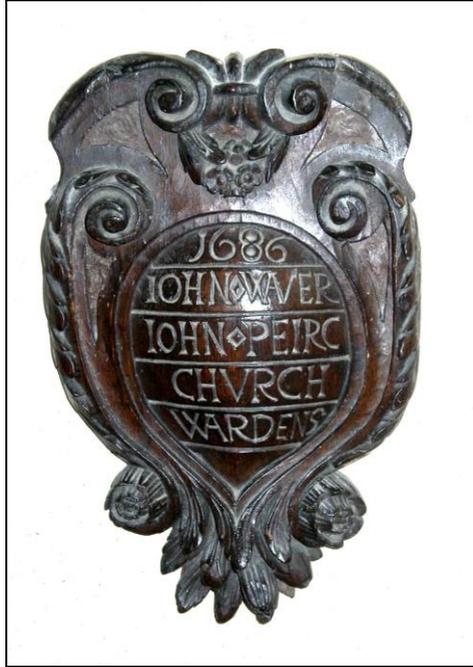
At the end of each financial year, the PCC will review the policy to consider how to use any funds remaining after allowing for these provisions.

NOTE. At 31st December 2023,

The funds available in **unrestricted funds (£1,259)** were insufficient to be able to place enough on one side in reserves (**£4,250**) as a buffer to cover ongoing church running costs or unforeseen events.

The funds presently available in **restricted funds (£15,038)** were also insufficient to cover the cost of making good all the matters listed in the Quinquennial Inspection Report, estimated by the Church Architect at **£23,000**.

Wooden Memorial Plaque



In memory of two Churchwardens

John Wayer and John Peirc

1686